



**Steering Committee Meeting
Zoom
Wednesday, March 22nd, 2023
1:00PM**

Attending: Tom Dietrich – Washington County, Barbara Heitkamp – EMWREP/LSC, Emily Heinz – CLFLWD, Jennifer Hahn – MN Extension/LSC, Jamie Schurbon – Anoka SWCD, Paul Swanson – Pine SWCD, Michelle Jordan and Barb Peichel – BWSR, Susanna Wilson Witkowski – Chisago County, Jay Riggs – WCD, Matt Downing – MSCWMO, Craig Mell – Chisago SWCD, Matt Moore – SWWD, Laura Jester – Keystone Waters LLC, Angela Defenbaugh – WCD, Talisha Zimmerman – Isanti County, Becca Oldenburg – WCD, Todd Kulaf – Isanti SWCD, Ben Elfelt – Chisago Lakes LID, Breanna Keith – ACD, Casey Thiel – Chisago SWCD, Mike Sandager – CLFLWD

Call to Order – 1:00PM

Becca Oldenburg started the meeting at 1:02PM. Becca asked about roll call voting or using the ‘thumbs up’ feature in Zoom to vote. There was consensus that using the Zoom features instead of a formal roll call would suffice for voting.

Approval of Minutes

No changes were made to the February 22nd, 2023 minutes.

Administrative updates

Craig Mell gave a reminder that the end of the first quarter is approaching and to have things updated in eLINK.

FY21 WBIF Review

Becca Oldenburg asked for updates to be given for any changes to FY21 WBIF activities since the last Steering Committee Meeting. Barbara Heitkamp gave the update for A3 that lots of meetings and work has been underway, making for a busy winter. A4 projects updates included Chisago SWCD having all but \$2,000 encumbered. Isanti SWCD has \$4,600 remaining and the WCD has two contracts approved. SWWD has a bid out and is waiting for warm weather for A5. A6 for CLFLWD’s project is waiting to be able to revegetate. A8 has a subcommittee that will be meeting to discuss comments on the monitoring protocol document. Other A8 updates include: CLFLWD is working on cleaning up and having their street sweeping report reviewed by the City of Wyoming, CMSCWD is working on their SWA, and EOR has completed the Sunrise River PDA and is converting things for another partner. Pine SWCD finished the BMP identification for the Rock Lake SWA and are compiling the project findings into a report for A9. A10 updates include a need to submit invoices to Chisago SWCD, an announcement that the eLINK updates are not yet in effect.

[Anoka Soil and Water Conservation District - Brown's Creek Watershed District - Chisago County](#)
[Carnelian-Marine-St. Croix Watershed District - Chisago Soil and Water Conservation District](#)
[Comfort Lake-Forest Lake Watershed District - Isanti County - Isanti Soil and Water Conservation District](#)
[Middle St. Croix Watershed Management Organization - Pine County - Pine Soil and Water Conservation District](#)
[South Washington Watershed District - Sunrise River Watershed Management Organization](#)
[Valley Branch Watershed District - Washington County - Washington Conservation District](#)

FY23 WBIF Review

No updates were given for FY23 WBIF.

Project Proposals & Reports

Jamie Schurbon introduced Breanna Keith and she gave a presentation on the Linwood Township Enhanced Street Sweeping Report. Craig Mell introduced Casey Thiel who also gave a presentation on the Street Sweeping Reports in Chisago County. A motion to approve all street sweeping final reports was made by Matt Moore and seconded by Craig Mell. The motion carried with all those who voted in favor.

A discussion was held around the actual cost per curb mile of street sweeping and how it can vary by city. Breanna Keith and Casey Thiel both weighed in on the cost for different communities. Jamie Schurbon stated that outliers for cost per curb mile should be assessed by the Steering Committee. Michelle Jordan stated that compiling the data of what each community's cost per curb mile would be worth doing and coming back to assess.

A motion to approve the funding request for the Linwood Township Enhanced Street Sweep Project Request Funding for \$3,630 was made by Jay Riggs and seconded by Craig Mell. The motion carried with all those who voted in favor.

Craig Mell tabled the requests for the City of North Branch and Rush City Enhanced Street Sweeping. A subcommittee will meet to discuss when the rest of the street sweeping requests will be brought forward in the spirit of being noncompetitive and due to the limited funding available. This group will be made of the WCD, CLFLFWD, CMSCWD, Chisago SWCD, and Michelle Jordan (BWSR).

Old Business

Tom Dietrich presented the latest version of the Project Evaluation and Approval Process Document, WBIF Project Process Graphic, and LSC Project Process Calendar. He stated that these will be headed to the Policy Committee for approval of adoption at the next meeting.

Barbara Heitkamp discussed the topic of subcommittees, specifically the LSC Education Program subcommittee and gave an update on educational milestones that have been reached. She also reminded partners to put updates for their projects into the annual project update spreadsheet that will go to the Policy Committee.

New Business

Emily Heinz gave a demonstration on how to fill out project request form and invoices.

Other

Craig Mell reminded everyone of the Clean Water Fund \$200,000 health grant that has funds available and these might be used as a way to reduce the burden on WBIF.

Laura Jester stated that she has been working to get integrated into things and noticed that a year ago at the April Policy Committee meeting updates on projects were given. She asked the group about the formatting and timeline of reporting updates to the Policy Committee. Emily Heinz said that her and Laura could connect offline to discuss. Barbara Heitkamp shared that the spreadsheet format utilized last year was particularly difficult to use and made it challenging to get partners to fill in their updates. Craig Mell asked if it was necessary to hold a Policy Committee Meeting in April or if this could wait until

July. Laura Jester asked about Tom's updates to the Project Evaluation and Approval Process Document and if those needed to go before the Policy Committee in April. Tom Dietrich said it could wait if there aren't other items that need to be heard in April.

Adjourn

Becca Oldenburg called to adjourn at 2:12PM.